

MEMORANDUM

March 26, 2008

TO: Rick Y. Nelson Jr., Director, Department of Housing and Community Affairs

FROM: Chris Cihlar, CountyStat Manager

SUBJECT: Follow-up steps outlined in 3/21/2008 CountyStat meeting to be presented at the 6/20/2008 (tentative) CountyStat meeting

The following items were identified for follow up during today's CountyStat meeting:

1. Based on the new Headline Measurers, complete and finalize the Performance Plan and forward it to CAO for final approval and posting on CountyStat website.
Responsible party: Department of Housing and Community Affairs (DHCA)
Other parties involved: CountyStat
Deadline: April 18, 2008
2. Finalize the measure for the number of affordable units, begin data collection.
Responsible party: DHCA
Other parties involved: CountyStat
Deadline: April 18, 2008
3. Determine how leveraged funds will be included in the measure of the cost per affordable unit.
Responsible party: DHCA
Other parties involved: CountyStat
Deadline: April 25, 2008
4. Finalize the measure for the cost per affordable unit, and begin data collection.
Responsible party: DHCA
Other parties involved: CountyStat
Deadline: May 2, 2008
5. Determine data needs for analyzing code violations with respect to measuring the percent of cases that achieve voluntary compliance.
Responsible party: DHCA
Other parties involved: CountyStat
Deadline: April 25, 2008
6. Finalize the measure for the percent of cases that achieve voluntary compliance in code enforcement cases before a citation is written, and begin data collection.
Responsible party: DHCA
Other parties involved: CountyStat
Deadline: April 25, 2008

7. Finalize the measure for the number of code enforcement repeat offenses, and begin data collection.

Responsible party: DHCA
Other parties involved: CountyStat
Deadline: April 25, 2008

8. Examine what factors have led to an increase in tenant/landlord cases filed, and the costs differentiation between referral of these cases to the commission and mediation.

Responsible party: DHCA & CountyStat
Other parties involved: Others as needed
Deadline: May 9, 2008

9. Begin data collection on landlord/tenant cases filed; the measure of landlord tenant cases referred to the commission is finalized.

Responsible party: DHCA
Other parties involved: CountyStat, others as needed
Deadline: April 11, 2008

10. Finalize the measure for the average length of time required to conciliate landlord/tenant disputes, and begin collecting data.

Responsible party: DHCA
Other parties involved: CountyStat, others as needed
Deadline: April 11, 2008

11. Define neighborhood indicators that will aid in determining which areas are in most need of revitalization, in order to develop a benchmark for measuring the gains achieved in neighborhoods receiving DHCA neighborhood revitalization funding/services.

Responsible party: DHCA
Other parties involved: CountyStat, others as needed
Deadline: May 9, 2008

12. Finalize the measure for the gains achieved in neighborhoods receiving DHCA neighborhood revitalization funding/services, and begin data collection.

Responsible party: DHCA
Other parties involved: CountyStat
Deadline: TBD

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer